



DEPARTMENT OF THE ARMY
UNITED STATES ARMY TANK - AUTOMOTIVE AND ARMAMENTS COMMAND
Kansas Street
Natick, Massachusetts 01760-5052

REPLY TO
ATTENTION OF

AMSTA-LC-CECL

1 FEB 05

MEMORANDUM FOR Soldier Product Support Integration (PSID) Directorate Personnel

SUBJECT: Soldier PSID Data Call Policy

1. Applicability: This policy and procedure applies to PSID Commodity and/or Support teams and appropriate Program Managers requiring Soldier PSID support.
2. Effective 7 February 2005, the Logistics Support Team, Commodity Support Group, will coordinate and manage all data call processes relating to Statement Of Work (SOW) and Contract Data Requirement List (DD Form 1423) requirements prepared by TACOM ILSC-SBC, Soldier PSID personnel for equipment acquisition programs (initial procurement or rebuy).
3. The Logistics Support Team, as requested, shall schedule and facilitate data calls. The Logistics Support Team shall be the liaison between the Soldier PSID and Product Manager (PM) on matters pertaining to the preparation of SOW and Contract Data Requirements List (CDRL) requirements. All program SOWs and CDRLs shall be routed through the Logistics Support Team, AMSTA-LC-CECL. As the central collection point for program SOWs and CDRLs, the Logistics Support Team shall be responsible for scheduling and conducting data calls and then reviewing, collecting, tracking and forwarding completed SOW and CDRL requirements to the PM. Having a centralized CDRL data collection point will ensure that Soldier PSID SOWs and CDRLs are coordinated, reviewed, tracked and forwarded to the PM on or before the suspense date following a data call.
4. Teams shall follow this guidance for completing DD Form 1423:
 - a. DD Form 1423 preparers shall sign in block G and date when signed in block H. The team leader of the preparing office shall be responsible for review and approval of the completed DD Form 1423. Following approval, the team leader shall sign in block I and date when signed in block J.
 - b. The preparing office shall be responsible for delivery of the signed hardcopy CDRL(s) to the Logistics Support Team. The preparing office shall also provide to the chairperson of the data call an electronic version of the SOW and/or CDRL document(s).
 - c. Corrections or modifications to a previously submitted CDRL must be signed and dated on the day of the update to allow visibility and tracking of the latest revision. Revised SOWs and CDRLs shall be routed through the Logistics Support Team in the same manner as initial submittals.
5. Point of contact for this information is Rick Burleson, 508-233-6085/DSN256-6085.

Glenda F. Gillham
Director, Soldier PSID